

# MINUTES OF REGULAR MEETING November 18, 2024

AT 7:00 P.M. AT THE FRANKLIN ELEMENTARY SCHOOL

PRESENT: Kathleen Clohessey, John J. Friend, Erin Henry,  
Rachel Kabbash, Stephen Koger, Christopher Patterson, Stephanie Perna  
John R. Giacchi, Superintendent  
Carlos Sarmiento, Business Administrator/Board Secretary

ABSENT: Wayne Bartron, James Saltzman

The Board President opened the meeting at 7:00 P.M., with the Flag Salute and Pledge of Allegiance, which was followed by the following statement read by the Board Secretary:

This meeting is being conducted in compliance with the "Open Public Meeting Act – Chapter 231 – Public Laws of 1975." Advance written notice of at least 48 hours was given specifying the time, date and to the extent known, the agenda, and stating whether formal action may or may not be taken and has been properly posted at the school, mailed to the Clerk/Administrator, and mailed to the New Jersey Herald and the Star Ledger.

## Approval of Regular Board Minutes

On motion by Ms. Henry, seconded by Mrs. Kabbash, and carried by the following roll call vote, approved the minutes of the following meetings as presented:

1. October 14, 2024 - Regular Meeting Minutes

**ATTACHMENT 1**

Yes	-	6
No	-	0
Abstain	-	Mrs. Perna

## PRESENTATIONS

- A. Students – National Honor Society (NJHS) Presentation by two students. The Vice President and Treasurer spoke about Girls on the Run. The Girls and Boys Basketball starts next week. There will be a bake sale at the wrestling match.
- B. Carolyn Ryder, Supervisor of Instruction – Presented the following
  - New Jersey Student Learning Assessments (NJSLA) Presentation- Mrs. Ryder gave a presentation on the results of the testing.
  - New Jersey Quality Single Accountability Continuum (NJQSAC) District Improvement Plan (DIP) Update
  - Preschool Enrollment Report Presentation-The different components that need to be reported on were presented to the Board

## **CORRESPONDENCE**

- A. Mrs. Clohessey read the thank you card from National Junior Honor Society President, Lily Geuther. The letter was presented to the Board.

## **OPEN TO THE PUBLIC - AGENDA ITEMS**

Mrs. Clohessy read a statement addressing comments that were made at the October 14 Board Meeting.

On motion by Mr. Friend, seconded by Ms. Henry, and carried unanimously by voice vote, opened the meeting to the public for comment on the agenda items.

The Board Secretary read the following statement:

At this time, members of the public are invited to address the Board. Please note that public comments will be made in accordance with Policy 0167 - Public Presentation at Board meetings. Each statement made by all participants may be limited to three minutes in duration. If you would like to address the Board, please raise your hand to be called upon. Once called, please come to the microphone and state your name, municipality of residence, and/or group affiliation, and the agenda item you will address.

Please let the record reflect that the Board of Education does not endorse comments, nor will the Board of Education be held liable for comments made by a member of the public about a staff member or any other individual that may be considered defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

This public session is designed for members of the public to speak on issues for Board consideration. By law, the Board of Education is under no obligation to respond to public comment. Issues raised by members of the public may or may not be responded to by the Board at the conclusion of public participation. This portion of the meeting is meant to hear public comment, not to have a dialogue between the Board and the person speaking.

Angela Patterson, who resides in Franklin Borough, referred to the agenda item Letter F.

On motion by Ms. Henry, seconded by Mr. Patterson, and carried unanimously by voice vote, closed the meeting to the public for comment on the agenda items.

**BOARD SECRETARY'S REPORT:** The Board Secretary asked the Board to please turn to page 9, item A. At the time this agenda was completed, those disbursements held true. We received an additional five purchase orders for student tuition and transportation in Fund 11 for \$102,644.12, bringing Fund 11 total expenditures to \$1,689,103.41. The grand total of vendor payments was \$2,134,356.88 that our Board President has signed. The Board Secretary asked the Board to please update this in their agendas, so that when the Board votes, the numbers will hold true.

## **SUPERINTENDENT'S REPORT**

Dr. Giacchi provided the following information:

- A. School updates- Dr. Giacchi thanked the students for their presentations to the Board. The Franklin Education Foundation will have a wrestling fundraiser, and the guest referee will be Dr. Giacchi. Thanksgiving recess is next week, and Wednesday, November 27, will be a half day. Dr. Giacchi congratulated Ms. Henry on her election results and noted that the results have not been finalized.
- B. To report bus drills were conducted for all students in preschool through 8<sup>th</sup> grade on Wednesday, October 23, 2024. On October 21, there was a cafeteria drill.
- C. To report that the following Clinical Practice II student will be at Franklin Borough School as listed below:

<b>Practicum Student</b>	<b>Cooperating Teacher</b>	<b>Subject/University</b>	<b>Dates</b>
Brandie DiCarlo	Alison Hendershot, and other 3 <sup>rd</sup> Grade Teachers	K-3 - William Paterson University	Four (4) or five (5) days per week from August 27, 2024 - December 13, 2024

Dr. Giacchi advised the Board that Brandie DiCarlo will be student teaching.

- D. To report that the fire and security drills held during the month of October 2024 were as follows:
  - October 21, 2024 at 8:00 a.m. – Tabletop Cafeteria Security Drill
  - October 22, 2024 at 1:30 p.m. – Fire Drill
  - October 22, 2024 from 1:35 – 1:40 p.m. – Test of Lockdown Sire

**Personnel Committee – Mrs. Clohessey**

**Discussion: NA**

On motion by Mr. Friend, seconded by Ms. Henry, and carried unanimously by the following roll call vote, approved the following resolutions:

***Approve Items A-J***

- A. Resolved that the Board of Education, upon recommendation of the Superintendent, accepts the following resignation for the purpose of retirement:

<b>Employee</b>	<b>Position</b>	<b>Effective Date</b>
Elaine Tizzano	Health and Physical Education Teacher	Last Day is June 30, 2025

- B. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following unpaid day:

Employee	Unpaid Day
Aurora Brown	1 Day: 10/22/2024

- C. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the \$2 per hour compensation differential for paraprofessionals who provide a higher level of care for the 2024-2025 school year, per contract language:

Paraprofessionals Receiving \$2 Differential for Higher Level of Care	Dates
Jennifer Torres	October 15, 2024 - June 30, 2025

- D. To appoint the following extra-curricular positions for the 2024-2025 school year:

2024-2025 Extra-Curricular Appointments		
Activity	Staff Member	Annual Stipend
TREP\$ Market Moderator	Laura Roberts	\$1,230
TREP\$ Assistant Market Moderator	Ariadne Diaz-Rojas <i>Note: The TREP\$ Assistant Market Moderator appointment is contingent upon the participation of 25 or more students for the 2024-2025 school year.</i>	\$650
Yearbook Assistant Advisor	Megan Putnam	\$2,500

- E. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following referees for the 2024-2025 school year, compensation upon submission of timesheets:

Staff Member	Position	Compensation
Kristen Bauer	Referee	\$65 per game
Tyler Bauer	Referee	\$65 per game

- F. Resolved that the Board of Education, upon recommendation of the Superintendent, appoints the following personnel for the 2024-2025 school year, pending receipt of required paperwork:

Staff Member/Appointment	Start Date	Compensation
Adam Alvarado - (.71 FTE) Part-time Paraprofessional	On or about November 25, 2024	\$19.00 per hour, not benefit eligible, pending completion of required documentation

		<p><i>Plus a \$2.00 per hour compensation differential for providing a higher level of care</i></p> <p><i>This position is contingent in the long term upon the favorable outcome of Adam Alvarado's application for exemption from the provisions of N.J.S.A. 52:14-7a of the New Jersey First Act or Adam Alvarado's relocation to a residence in New Jersey within one year of his start date.</i></p>
Harleigh Blackwell - (.71 FTE) Part-time Paraprofessional	On or about November 25, 2024	\$19.00 per hour, not benefit eligible, pending completion of required documentation

G. Resolved that the Board of Education, upon recommendation of the Superintendent, amends the terms of following long-term substitute for the 2024-2025 school year. Compensation upon submission of timesheets: *(Note this long-term substitute was originally approved at the October 14, 2024 Board of Education meeting.)*

<b>Staff Member/Appointment</b>	<b>End Date</b>	<b>Compensation</b>
Neil Kozlowski - Long-term Substitute Math Teacher	<b>Last day worked was October 25, 2024</b>	\$55.00 per hour, not to exceed 5.5 hours per day  <b>Add an additional 4 hours of compensation on October 25, 2024</b>

H. Resolved that the Board of Education, upon recommendation of the Superintendent, appoints the following long-term substitute teachers. Compensation upon submission of timesheets.

<b>Staff Member/Appointment</b>	<b>Start Date</b>	<b>Compensation</b>
Shakeel Danwatta Liyanage – (1 FTE) Long-term Substitute Teacher	From November 4, 2024 through on or about June 30, 2025	\$170 per day, benefit eligible on day 61
Bertha Todd – Long-term Substitute Math Teacher	As needed from October 28, 2024 through June 30, 2025	\$170 per day, not benefit eligible

I. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following professional development:

<b>Staff Member</b>	<b>Professional Development</b>	<b>Cost</b>	<b>Dates</b>
Kimberly Panaite	Live Online Dyslexia: Help Children Who Struggle to Successfully Read, Write, and Spell	Registration: \$295.00	January 15, 2025

J. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the following substitutes for the 2024-2025 school year pending completion of required paperwork, where applicable. Compensation upon submission of timesheets. *(Note that benefits are not included for any of the substitutes listed below.)*

<b>Name</b>	<b>Position</b>	<b>Compensation</b>
Megan Best	Substitute Custodian	\$15.50 per hour, not benefit eligible, pending completion of required paperwork
Jonathan Bomensatt	Substitute Teacher	\$150 per day, not benefit eligible, pending completion of required paperwork
Robert Covert	Substitute Custodian	\$15.50 per hour, not benefit eligible, pending completion of required paperwork
Sidney Crum	Substitute Custodian	\$15.50 per hour, not benefit eligible, pending completion of required paperwork
Felix Delgado	Substitute Custodian	\$15.50 per hour, not benefit eligible, pending completion of required paperwork
Cedric Gaston	Substitute Teacher	\$150 per day, not benefit eligible, pending completion of required paperwork
Derek Guldan	Substitute Custodian	\$15.50 per hour, not benefit eligible, pending completion of required paperwork
Deborah Ryan	Substitute Teacher	\$150 per day, not benefit eligible, pending completion of required paperwork
Jacob Sherwood	Substitute Custodian	\$15.50 per hour, not benefit eligible, pending completion of required paperwork

Leslie Valis	Substitute Teacher	\$150 per day, not benefit eligible, pending completion of required paperwork
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**Education Committee – Mrs. Clohessey**

**Discussion: NA**

On motion by Mr. Koger, seconded by Ms. Henry and carried by the following roll call vote, approved the following resolutions:

***Approve Items A – G***

- A. Resolved that the Board of Education approves the submission of the Language Instruction Educational Program (LIEP) to the New Jersey Department of Education (NJDOE) Homeroom. **ATTACHMENT 2**
- B. Resolved that the Board of Education approves the submission of the 2025-2026 Three-Year Preschool Program Plan and Annual Update and the Statement of Assurances (SOA) to NJDOE Homeroom. **ATTACHMENTS 3 & 4**
- C. Resolved that the Board of Education approves the submission of the Preschool Projected Enrollment Report to NJDOE Homeroom. **ATTACHMENT 5**
- D. Resolved that the Board of Education approves the following service:

<b>Student</b>	<b>Provider</b>	<b>Type and Date of Service</b>	<b>Cost/Service</b>
#*****5319	Dr. Suckno 170 E Main Street Rockaway NJ 07866	Psychological Evaluation November 20, 2024	\$1,000

- E. Resolved that the Board of Education approves the following revised contract for the 2024-2025 school year for an out-of-district (OOD) student:

<b>Student</b>	<b>Provider</b>	<b>Dates</b>	<b>Revision</b>
#*****4147	Northern Hills Academy 10 Gail Court Sparta NJ 07871	September 5, 2024 - June 30, 2025	Two (2) additional speech therapy services per week at a total added cost of \$4,320 per year

F. Resolved that the Board of Education approves the following field trip:

Grade	Date	Location	Cost
8	May 28, 2025	Gershwin Theatre 222 W 51st St New York, NY 10019	\$8,344.50 <i>plus transportation</i>
		Madam Tussauds Wax Museum 234 W 42nd Street New York, NY 10036	\$1,538.32 <i>This cost will be defrayed via a donation from the Franklin Education Foundation.</i>
		Dallas BBQ 241 W 42 <sup>nd</sup> Street New York, NY 10036	Not to exceed \$2,100.00 <i>This cost will be defrayed via a donation from the Franklin Education Foundation.</i>

G. Resolved that the Board of Education approves the first reading of the following regulation:

Number	Title	Attachment
R 2340	Field Trips	ATTACHMENT 6

**Finance/Buildings & Grounds – John J. Friend, Chair**

**Discussion: NA**

On motion by Mrs. Kabbash, seconded by Mrs. Perna and carried unanimously by roll call vote, approved the following resolutions:

***Approve Items A – J-Also an additional check register given by the Board Secretary***

A. Resolved that the Board of Education approves the vendor payments dated October 14, 2024 - November 15, 2024. **ATTACHMENT 7**

Fund 10	Charter School/ER FICA Share	92,204.14
Fund 11	General Expense	1,586,459.29
Fund 12	Capital Outlay	91,953.04
Fund 20	Special Revenue	190,965.05
Fund 60	Cafeteria	68,691.32
Fund 95	Student Activities	1,439.92
	<b>Total</b>	<b>2,031,712.76</b>

B. Resolved that the Board of Education accepts the attached Board Secretary’s Report and Treasurer of School Monies report for September 2024.



Resolved pursuant to N.J.A.C. 6A:23A-16.10 (c) 3, the Board Secretary does certify that as of September 2024, no budgetary line-item account has encumbrances and expenditures which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A. 18A:22-8.1.

Therefore be it resolved that pursuant to N.J.A.C. 6A:23A-16.10 (c) 4 the Board of Education does certify that as of September 2024, the Board Secretary Monthly Financial Report, did not reflect an over expenditure in any Major Account or Fund, and based on the Appropriation Balances reflected on this report and on the advice of District Officials, that sufficient funds are available to meet the District’s financial obligations for the remainder of the fiscal year. **ATTACHMENT 8**

- C. Resolved that the Board of Education approves between line-item transfers as required by State rules and regulations for the month of September 2024.

**ATTACHMENT 9**

- D. Resolved that the Board of Education, upon recommendation of the Superintendent, approves the selection of TD Bank as the new financial institution of record for Franklin Borough School effective on or before February 1, 2025. The Board of Education received three (3) proposals, and TD Bank's response to the Banking Services RFP solicited by the district best meets the needs of Franklin Borough School to provide Banking and Financial Services.

<b>Financial Institution</b>	<b>Interest Rate</b>	<b>Banking Type</b>
TD Bank	4.00%	Regular Checking
Provident Bank	3.75%	Regular Checking
First Hope Bank	2.5%	Regular Checking

- E. Resolved that the Board of Education approves the final expenditure reports for fiscal year 2024 for the following grant:

<b>ESEA Grant</b>	<b>Carryover to FY 2024</b>
Title 1	\$32,533
Title IIA	\$0
Title IV	\$0

- F. Resolved that the Board of Education accepts additional funding for the High Impact Tutoring Grant in the amount of \$6,175.

- G. Resolved that the Board of Education approves the disposal of the following items:

DEPT/ GRADE	ARTICLE & DESCRIPTION (INCLUDE SERIAL # OR OTHER IDENTIFICATION)	QTY	OBSOLETE/ SURPLUS/ or DAMAGED UNREPAIRABLE	LOCATION FL/RM #
Music	Classical Guitar	3	damaged - already replaced with ukuleles	14
DEPT/ GRADE	ARTICLE & DESCRIPTION (INCLUDE SERIAL # OR OTHER IDENTIFICATION)	QTY	OBSOLETE/ SURPLUS/ or DAMAGED UNREPAIRABLE	LOCATION FL/RM #
K-8	Various books, videotapes, and DVDs in the library purchased between 2001-2002  Will donate or recycle	329	Either old, damaged, obsolete, missing, or irrelevant	Library

- H. Resolved that the Board of Education amends the 2025 Organization meeting to the new date below:

<b>Franklin Borough Board of Education</b> <b>Board Organization Meeting</b> <b>7:00 p.m. Start Time in the Auditorium</b>
January 2, 2025      –      Organization meeting

- I. Resolved that the Board of Education approves the Three-Year Comprehensive Maintenance Plan for fiscal years 2024-2025 and its submission to the Executive County Superintendent of Schools prior to November 15, 2024. The Three-Year Comprehensive Maintenance Plan is a guideline subject to budget constraints as required by NJQSAC.
- J. Resolved that the Board of Education approves the final payment of application #6 in the amount of \$91,953.04 to D&E Window and Door for the Window Project.

**OLD BUSINESS: NA**

**NEW BUSINESS: NA**

**OPEN TO THE PUBLIC – VISITORS ADDRESS THE BOARD**

On motion by Ms. Henry, seconded by Mr. Patterson, and carried unanimously by voice vote, opened the meeting to the public for visitors to address the board.

The Board Secretary read the following statement:

At this time, members of the public are invited to address the Board. Please note that public comments on non-agenda items will be made in accordance with Policy 0167 - Public Presentation at Board meetings. Each statement made by all participants may be limited to three minutes in duration. If you would like to address the Board, please raise your hand to be called upon. Once called, please come to the microphone and state your name, municipality of residence, and/or group affiliation.

Please let the record reflect that the Board of Education does not endorse comments, nor will the Board of Education be held liable for comments made by a member of the public about a staff member or any other individual that may be considered defamatory and/or libelous, as that individual retains all rights to pursue any legal remedies against you.

This public session is designed for members of the public to speak on issues for Board consideration. By law, the Board of Education is under no obligation to respond to public comments. Issues raised by members of the public may or may not be responded to by the Board at the conclusion of public participation. This portion of the meeting is meant to hear public comments, not to have a dialogue between the Board and the person speaking.

Angela Patterson, who resides in Franklin Borough, made the Board aware of a situation that happened on October 21, 2024. The Board acknowledged her comment.

On motion by Mrs. Kabbash, seconded by Ms. Henry, and carried unanimously by voice vote, closed the meeting to the public for visitors to address the board.

**EXECUTIVE SESSION:** Entered Executive Session at 7:46 pm.

On motion by Mr. Friend, seconded by Ms. Henry, and carried unanimously by roll call vote, the following resolution was adopted:

**WHEREAS**, pursuant to N.J.S.A. 10:4-12(b), the Board of Education may exclude the public from the portion of a public meeting at which the Board discusses any of the matters described at N.J.S.A. 10:4-12(b)(1)-9.

**NOW THEREFORE BE IT RESOLVED** that the Board of Education shall forthwith enter closed session to discuss the following matter(s) concerning:

- Matters rendered confidential by state or federal law – HIB 24-25-01
- Personnel
- Appointment of a public official
- Matters covered by the attorney-client privilege
- Pending or anticipated litigation
- Pending or anticipated contract negotiations
- Protection of the safety or property of the public
- Matters which would constitute an unwarranted invasion of privacy
- Matters in which the release of information would impair a right to receive funds from the United States Government

- [ ] Matters concerning collective negotiations and/or the negotiation of terms and conditions of employment of employees of the Board of Education
- [ ] Possible imposition of a civil penalty or suspension

**BE IT FURTHER RESOLVED**, that said discussion may be disclosed to the public when the reasons for discussing and acting upon it in closed session no longer exist.

The Board returned to regular session at 8:28 p.m.

On motion by Mrs. Kabbash, seconded by Ms. Henry, and carried unanimously by voice vote, adjourned the meeting at 8:29 p.m.

Respectfully submitted,

Carlos Sarmiento  
Business Administrator/  
Board Secretary